

**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** Provide comprehensive Title IX training to avoid lawsuits and penalties  
**Date:** July 28, 2023 at 7:09 AM  
**To:** steve.karsner@boyle.kyschools.us



**EducationAdminWebAdvisor**

## **Title IX Basics for All K-12 School Staff**

### **Does your entire staff understand Title IX?**

**Provide comprehensive training to your team to avoid lawsuits.**

As the new school year begins, it is essential that every school staff member know the details of Title IX and how it applies to students. A mistake by one uninformed employee could lead to costly lawsuits and financial penalties.

To protect students and employees from all forms of sex discrimination, you need to ensure all teachers and staff members understand and comply with the current rules. They must move away from obsolete definitions and procedures and know their legal obligations.

- What are the history, purpose, and scope of Title IX?
- What procedures should teachers follow related to Title IX concerns?
- How does it cover athletics, pregnancy, employment, and LGBTQ students?
- How should school staff members adapt based on the recent changes?
- What specific steps must all school staff members take to avoid discriminating?
- What other laws relate to Title IX matters?

Learn answers to these questions and more during our upcoming webinar:

### **Title IX Basics for All K-12 School Staff**

**Thursday, September 7**

**4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific**

**Runtime: 90 minutes (including Q&A)**

Leading education law expert Richard Verstegen will help teachers and other school staff understand the tremendous implications of Title IX on your school. They will learn the policies and procedures they must follow and review case studies of common issues.

**Can't attend the live webinar?** You can watch the on-demand recording and get expert answers to your questions after the session.

Please join us!

REGISTER NOW

**Presented by:**  
**Richard F. Verstegen**

- Partner with Boardman & Clark, LLP of Madison, Wisconsin
- School Law Practice Group and Labor and Employment Group
- Represents educational institutions in a variety of education law matters
- Published many articles on education and employment law related topics
- Former president of the Wisconsin School Attorneys Association
- Current member of the State Bar of Wisconsin
- JD degree from the University of Wisconsin Law School

**Who should attend?**

- All K-12 staff

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We have created a FREE email template for you to provide to accounting, your boss, or whoever else needs to approve your training. It will help you justify the training you need.

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**From:** Stephanie Wade (via Google Docs) drive-shares-dm-noreply@google.com  
**Subject:** Document shared with you: "SB 150 Questions - Clarification After Dexter Meeting "  
**Date:** August 1, 2023 at 9:12 AM  
**To:** steve.karsner@boyle.kyschools.us  
**Cc:** david.christopher@boyle.kyschools.us, kyle.wynn@boyle.kyschools.us, travis.leffew@boyle.kyschools.us

---



## Stephanie Wade shared a document



Stephanie Wade (stephanie.wade@boyle.kyschools.us)  
has invited you to **edit** the following document:



SB 150 Questions - Clarification After Dexter Meeting

Open

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA  
94043, USA

You have received this email because  
stephanie.wade@boyle.kyschools.us shared a document with you  
from Google Docs.

Google Workspace

**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** Title IX Coordinator Certification  
**Date:** August 5, 2023 at 11:05 AM  
**To:** steve.karsner@boyle.kyschools.us

E

**EducationAdminWebAdvisor**

## **Title IX Coordinator Certification (K-12)**

**Master new Title IX regulations and earn a certification.**  
**Fulfill your policy, training, and investigation obligations.**

Title IX Coordinators must understand all aspects of the position, including developing policies, conducting investigations, monitoring compliance, and providing accommodations.

New Title IX regulations are coming soon with President Biden, and it's vital that your school is compliant and prepared for the 2023-24 school year.

The Title IX Coordinator Certification program will enable you to:

- Address all Title IX issues that arise in your school or school district
- Master new regulations and prepare for expected changes
- Protect your school district from potential legal liability
- Prove your expertise to colleagues, students, parents, and regulators with your Title IX Coordinator Certification

Four engaging webinars will provide detailed insights that you can apply immediately to fulfill your obligations.

### **Title IX Coordinator Certification (K-12)**

#### **Session 1**

#### **Title IX Coordinator Roles and Responsibilities**

Monday, October 9

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- History, purpose, and scope of Title IX
- Procedural requirements, including designating a Title IX Coordinator, adopting grievance procedures, and disseminating a notice of non-discrimination
- Title IX Coordinator's responsibilities



- Title IX Coordinator's responsibilities
- Potential conflicts of interest
- Recordkeeping standards
- Monitoring obligations

## **Session 2**

### **Developing Policies and Conducting Investigations**

Tuesday, October 10

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Anti-discrimination policies
- Grievance procedures
- Roles of individuals who will assist in developing and enforcing policies and conducting investigations
- Investigation reports and written determination of sexual harassment
- Title IX Compliance Manual, including forms for complaints and dismissals
- Investigations, including interviewing witnesses, assessing credibility, and considering issues of relevance to create an investigation report

## **Session 3**

### **Specific Topics for Title IX Coordinators**

Wednesday, October 11

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Athletics, including coaches and booster clubs
- Pregnant students and employees
- Employee matters, including wages, benefits, and conditions of employment
- LGBTQ students, including recent guidance and court cases
- New emphasis on transgender student rights
- Off-campus conduct

## **Session 4**

### **Case Studies and Compliance Audits**

Thursday, October 12

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Case studies involving different common issues presented for Title IX Coordinators, including on-campus sexual discrimination, off-campus social media sexual harassment, and sexual assault involving minor students
- Working with law enforcement and school resource officers
- Recordkeeping requirements
- Restrictions on retaliation and confidentiality
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- Compliance review, including a records audit and knowledge of investigators

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**Seats are also available for:**

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- Human resources professionals
- Title IX coordinators
- Student services professionals
- Other school officials

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Questions: 1-800-944-7668 or email [support@careerlearning.com](mailto:support@careerlearning.com)



**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** Title IX Coordinator Certification  
**Date:** August 6, 2023 at 11:03 AM  
**To:** steve.karsner@boyle.kyschools.us



**EducationAdminWebAdvisor**

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**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** Title IX Coordinator Certification  
**Date:** August 7, 2023 at 7:07 AM  
**To:** steve.karsner@boyle.kyschools.us



**EducationAdminWebAdvisor**

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**From:** Jackie LeMonds jackie.lemonds@boyle.kyschools.us  
**Subject:** SB 150  
**Date:** August 10, 2023 at 8:24 AM  
**To:** Stephanie Wade stephanie.wade@boyle.kyschools.us  
**Cc:** Brian Wheeler brian.wheeler@boyle.kyschools.us

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Attached in my working document of books I have removed, or attempted to remove, from our library (print and digital) as instructed by SB 150, our board attorney, and central office. I do not have access to remove the digital books from Sora. Stephanie, I am taking you up on your offer to remove the digital books due to not being able to do this myself. Thank you! You can find those titles on the bottom of the document. I will continue to work, edit this document as needed.

--  
Jackie LeMonds  
Library Media Specialist  
Boyle County Middle School

BCMS SB 150.docx





**From:** Stephanie Wade stephanie.wade@boyle.kyschools.us

**Subject:** Re: SB 150

**Date:** August 10, 2023 at 8:55 AM

**To:** Jackie LeMonds jackie.lemonds@boyle.kyschools.us

**Cc:** Brian Wheeler brian.wheeler@boyle.kyschools.us, Steve Karsner steve.karsner@boyle.kyschools.us




Thanks, Jackie! I will weed those books from our Sora catalog. I'm also including Steve in this information, as he is our district lead on SB 150 and curriculum.


On Thu, Aug 10, 2023 at 8:25 AM Jackie LeMonds <jackie.lemonds@boyle.kyschools.us> wrote:


Attached in my working document of books I have removed, or attempted to remove, from our library (print and digital) as instructed by SB 150, our board attorney, and central office. I do not have access to remove the digital books from Sora. Stephanie, I am taking you up on your offer to remove the digital books due to not being able to do this myself. Thank you! You can find those titles on the bottom of the document. I will continue to work, edit this document as needed.

--

Jackie LeMonds  
Library Media Specialist  
Boyle County Middle School

 **Stephanie Wade**  
Curriculum & Innovation Director  
**Boyle County Schools**  
101 Clinton Drive, Suite C  
Covello, KY 40320  
p:606-238-6834 ext. 2058  
e:stephanie.wade@boyle.kyschools.us  
w:stephanie.wade@boyle.kyschools.us  
m:606-238-6834



 **Bachelor's of Science**  
MA.Ed - Instructional Leadership  
MS - Libraries, Information & Technology - Rank I @WKU

**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** [MONDAY] New school year = more Title IX investigations...  
**Date:** August 11, 2023 at 7:09 AM  
**To:** steve.karsner@boyle.kyschools.us

E

**EducationAdminWebAdvisor**

## **Title IX Investigator Certification (K-12): Advanced Training**

### **Prepare for a Safer School Year. Comply with Title IX and earn a certification.**

As students return for the new school year, they will soon raise concerns that dictate Title IX investigations. You must follow the current regulations and prepare investigation reports that meet legal requirements. A cursory familiarity is not enough—every school must have investigators with advanced knowledge to avoid lawsuits and regulatory penalties.

Investigations under Title IX are not limited to claims of sexual harassment. They may also include discrimination based on sex, sexual orientation, and gender identity, including within athletics or during pregnancy.

The Title IX Investigator Certification Advanced Training program will enable you to:

- Conduct all types of Title IX investigations under the latest, current requirements
- Prepare necessary investigation reports
- Protect your school district from potential legal liability
- Prove your expertise to colleagues, students, parents, and regulators with your Title IX Investigator Certification

Learn answers to these questions and more during our upcoming webinar:

### **Title IX Investigator Certification (K-12): Advanced Training**

#### **Session 1**

#### **Title IX Investigations in General**

Monday, August 14

4:00 PM Eastern; 3:00 PM Central; 2:00 PM Mountain; 1:00 PM Pacific

- History, purpose, and scope of Title IX
- Procedural requirements, including designating a Title IX Coordinator, identifying grievance

- Procedural requirements, including designating a Title IX Coordinator, adopting grievance procedures, and disseminating a notice of non-discrimination
- Role of the Title IX Investigator
- Who can serve as a Title IX Investigator and potential conflicts of interest
- Initial steps and investigation techniques
- Restrictions on retaliation and confidentiality

## **Session 2**

### **Title IX Investigations Related to Sexual Discrimination**

Tuesday, August 15

4:00 PM Eastern; 3:00 PM Central; 2:00 PM Mountain; 1:00 PM Pacific

- Policies related to discrimination
- Grievance procedures for sexual discrimination
- Athletics, pregnancy, employment, and LGBTQ students
- Complaints and investigations related to sexual discrimination
- Gathering information, conducting interviews, and remaining impartial
- Examples of investigation outcomes, including reports and written determinations of sexual discrimination

## **Session 3**

### **Title IX Investigations Involving Sexual Harassment**

Wednesday, August 16

4:00 PM Eastern; 3:00 PM Central; 2:00 PM Mountain; 1:00 PM Pacific

- Policies related to sexual harassment
- Grievance process for a formal complaint of sexual harassment
- Requirements related to addressing sexual harassment before any formal complaint, including providing supportive measures
- Role of the Title IX Investigator once a formal complaint is filed, including issuing notices to a complainant and respondent
- Remaining impartial, interviewing witnesses, and gathering evidence
- Assessing credibility and considering relevant issues for an investigation report
- Examples of investigation outcomes, including reports and written determinations of sexual harassment

## **Session 4**

### **Case Studies and Compliance Audits**

Thursday, August 17

4:00 PM Eastern; 3:00 PM Central; 2:00 PM Mountain; 1:00 PM Pacific

- Case studies involving common issues presented for Title IX investigators
- Working with law enforcement and school resource officers
- Recordkeeping requirements

- Recordkeeping requirements
- Compliance review, including a records audit and knowledge of investigators
- Other legal issues, including First Amendment and student records concerns

Runtime of each session: 90 minutes (including Q&A)

Education law expert Rick Verstegen will explain how to conduct Title IX investigations for your school. You will learn how to follow the latest regulations and incorporate effective investigation techniques.

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## Who should attend?

- Title IX coordinators
- Investigators
- Superintendents
- Deputy, associate, and assistant superintendents
- Chief business and operations officers
- Chief financial officers
- Diversity and equity officers
- Directors of special education
- Personnel and human resources directors

- Personnel and human resources directors
- Athletic directors
- Principals
- Vice principals and assistant principals
- Student services professionals
- Other school officials

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**From:** EducationAdminWebAdvisor training@educationadminwebadvisor.com  
**Subject:** Title IX Coordinator Certification  
**Date:** August 12, 2023 at 11:01 AM  
**To:** steve.karsner@boyle.kyschools.us



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- Current member of the State Bar of Wisconsin
- JD degree from the University of Wisconsin Law School

**Who should attend?**

- School administrators
- Human resources professionals
- Title IX coordinators
- Student services professionals
- Other school officials

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**From:** Mark Wade mark.wade@boyle.kyschools.us  
**Subject:** Library Weeding  
**Date:** August 15, 2023 at 10:52 AM  
**To:** Steve Karsner steve.karsner@boyle.kyschools.us

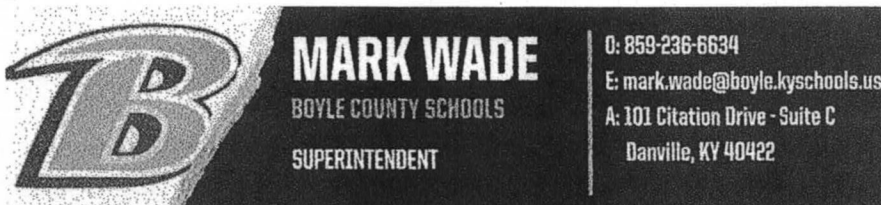
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Steve,

Since you have been working with the LMS's in regard to SB 150 and know the manner in which they have been "weeding" the library circulations, I have been asked by a parent that is concerned about the amount of items that have been removed from the high school's library circulation. She has specifically requested that a justification for each item be provided since she figured the value of what was removed to be around \$8,000. I would like to see that justification as well since it appears that many things have been unnecessarily removed if the only standard of removal is SB 150. Can you reach out to David and work on this? Open record requests of the weeding have been made to the public.

Thanks,  
Mark



**From:** Dana Stigall dana.stigall@boyle.kyschools.us

**Subject:** Release?

**Date:** August 17, 2023 at 10:37 AM

**To:** Shannon Erwin shannon.erwin@boyle.kyschools.us, Steve Karsner steve.karsner@boyle.kyschools.us

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Did we ever get a release that we can use with students as discussed in the meeting about SB 150?

**Dana Stigall, MS**  
**Counselor-Q-Z**  
**Boyle County High School**  
**859-236-5047 ext.3074**

PLEASE NOTE: During normal working hours, my goal is to respond to your email within 24 hours. This email is not monitored 24 hours a day. Should you have any immediate crisis, please contact the police, your doctor, emergency room, or the 988 Suicide and Crisis Lifeline

**From:** Mark Wade mark.wade@boyle.kyschools.us  
**Subject:** Open Record List SB 150  
**Date:** September 14, 2023 at 9:44 AM  
**To:** Stephanie Wade stephanie.wade@boyle.kyschools.us

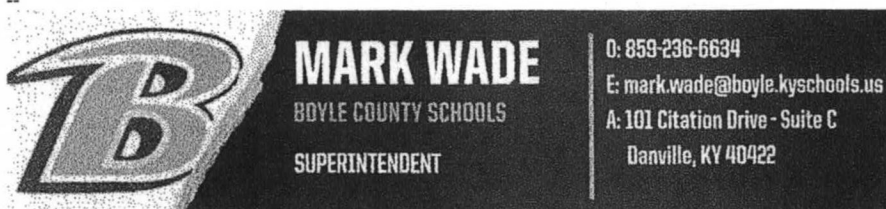
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Stephanie,

We have received an open record request for "the updated list of titles that have been removed from all five schools." I anticipate that this is about SB 150 and have sought clarification, so please have the LMS's from all schools send you a list of all things pulled from the library due to SB 150 by Monday, September 18th at noon.

Thanks,  
Mark





**From:** Stephanie Wade stephanie.wade@boyle.kyschools.us  
**Subject:** Re: Open Record List SB 150  
**Date:** September 14, 2023 at 10:02 AM  
**To:** Mark Wade mark.wade@boyle.kyschools.us

SW

I will reach out to them and request this information. Would you also like me to cc' the Principals and Steve Karsner so they are in the loop about the requested information?

Thanks,  
Stephanie

On Thu, Sep 14, 2023 at 9:45 AM Mark Wade <mark.wade@boyle.kyschools.us> wrote:  
Stephanie,

We have received an open record request for "the updated list of titles that have been removed from all five schools." I anticipate that this is about SB 150 and have sought clarification, so please have the LMS's from all schools send you a list of all things pulled from the library due to SB 150 by Monday, September 18th at noon.

Thanks,  
Mark

